

*Rec. Mgmt 9-3*  
*Statistics + Planning*  
*Rep. Dec 1961*

	1954	1955	1956	1957	1958	1959	1960	1961	Total
Forms Management	8,277	113,322	75,000	163,750		4,000	32,405	43,105	438,859
Reports Management		1,257							1,257
Correspondence Management	9,017	18,845							27,862
Filing Equipment and Supplies	45,106	446,824	14,220	515,836	187,811	112,391	41,607	34,331	1,398,126
Records Disposition (Records Center) (Vital Materials)	265,816	224,346	515,900	1,390,588	800,000	553,000	975,426	854,538	5,579,614
Overall Administration (Microfilm Equipment) (Employee Suggestions)	11,407	13,020					47,000	53,000	124,427
Yearly Totals	339,623	817,614	605,120	2,070,174	987,811	669,391	1,096,438	983,974	
								GRAND TOTAL	<u>7,570,145</u>

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EXPENDITURES FOR SHELF FILLING EQUIPMENT

As Of

9 November 1961

Rec. Inpt 9-3  
Statistical

STAT

	<u>Art Metal</u>	<u>Diebold</u>	<u>Remington Rand</u>	<u>Record Files Inc.</u>	<u>Lyons</u>	<u>D. N. Owens</u>	<u>Tab Products</u>
STAT	\$ 5,000 OCR Reg. Special	\$ 5,609 Map Lib. ORR	\$ 5,000 BR	\$ 15,000 Mock-Up	\$ 5,000	\$ 2,009	\$ 400 OO/C
	1,500 CI/OA	1,865 OTR-A&E	18,000 RID	9,984 Mock-Up	300 TTT	450	1,000 O/DCI
	1,300	2,809 OCR/IR/FE/NEA	875 Commo File		618 Sig. Center	450	1,000 FDD
	1,600 Security 13	510 OTR OPS SCH	400 Security Admin		249 ORR Reading		2,970 NPIC
	240 EE	173 Print Ser.	1,100 Compt.		1,500		STAT
	400 EE	450 OCI	1,500 Medical		400 Commo Admin.		
	400 TSS-ID	66 FBID	13,700 Security Files		240 TSD		
STAT	10,500 DGL ORR	6,992 FDD	1,500				
	1,325 ORR GEO	1,556 OGL Ref. Br.	3,200 Stock Control				
	700 ONE	4,000 ORR Map Lib.	500 Med. Expansion				
	2,000 ORR GG	5,073 OTR-SSB	348 OTR O/Seas Br.				
	320 DD/I	1,968 CI/ICG	900 OBI				
STAT	325 EE	480 IO	10,000 Security Expansion				
	1,200 CI/Project	75 OSI/SD					
STAT	1,050	450 OSI/LSO					STAT
	3,800 SIG Center	375 OSI/LSO					
	1,950 Sig Center	450 Hist. Staff					
STAT	270 DD/I Expansion	500					
STAT	1,445	177					
		850					
		525					
	\$ 35,324	34,953	57,023	24,984	8,307	2,909	5,370

Grand Total - \$ 158,870

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Cumulative Expenditures for Shelf File Equipment by Vendor as of 1 November 1961  
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<u>DIEBOLD</u>	<u>REMINGTON</u>	<u>LYONS</u>	<u>ART METAL</u>	<u>TAB-SPACE FINDER</u>	<u>OTHERS</u>
\$ 173	\$ 875	\$ 618	\$ 3,800	\$ 400	<u>D.N.Owens</u>
1,865	1,500	1,050	1,950	1,000	\$ 864
510	1,100	400	23,700	2,970	
27,793	3,200	5,000	1,600	<u>1,000</u>	
450	2,000	300	5,073	\$ 5,370	
66	400	1,500	180		
6,992	348	10,500	5,000		<u>Conserv-A-File</u>
525	900	1,325	1,300		\$ 900
850	5,000	249	700		
177	<u>18,000</u>	<u>240</u>	1,445		
500	\$33,323	\$21,182	2,000		
2,009			1,200		
5,609			1,500		
1,556			240		
4,000			325		
75			400		
825			<u>400</u>		
<u>1,968</u>			\$50,813		
\$55,943					

*These Cost figures do not reflect  
 the true expenditures By Company  
 See Expenditures dated 9 Nov. 61*

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